

MINUTES  
FEDERAL CITY PERFORMING ARTS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SUNDAY, MAY 15, 1988  
LEVINE SCHOOL - LIBRARY  
REGULAR MEETING 1:30 P.M.

Present: Popp, Bohn, Lester, Bergstrom, Brayton, Herman,  
Starner, Padgett, Roeder, Rosendall, Edens

Absent: Cooper, Rettenmaier

Guests: Ziskind, Pierce, Nelson, Trinkley

CALL TO ORDER: The meeting was called to order by the President at 1:46 p.m.

MINUTES OF THE PREVIOUS MEETINGS: The minutes of the meeting of April 10, 1988 were accepted as submitted. The minutes of the special board meeting of May 1, 1988 were modified as follows: Page 2 under Rosendall: It is not practical to expand one PC to too many different functions and users. With that correction, the minutes were accepted as distributed.

GAY PRIDE DAY: Ziskind indicated that Herman had requested that he pursue all activities related to Gay Pride Day, June 19, 1988. According to Ziskind, he has arranged for us to march in the parade, using Everett Waldo's jeep. A check for \$25 is required. Ziskind will then execute the necessary permits. With regard to our booth/stand, he indicated that he has been working with the Pride people and with Pepsi to sell beverages (and possibly hot dogs). The split, as he understands it, is 20% of the net profits to Pride Day and 80% for the organization staffing the booth. He will follow up in writing to confirm our understanding. Ziskind indicated that the minimum outlay with Pepsi for 1600 12 oz drinks will be \$380, including cups, ice, dispensers, etc. The cost is not refundable, and if it rains we will have a problem. Ziskind recommended selling the 16 oz cup for \$1. Ziskind indicated he is still trying to get the truck. Herman asked the Board for their opinion on whether we should even consider having a concession at Gay Pride Day since the weekend will be devoted to our two concerts, we will be signing on the stage at GPD, and this might be too much to undertake. Bohn indicated that he felt it really improved camaraderie, was something we have always enjoyed doing, and that we definitely should do it. This sentiment was echoed by many other Board members. Lester stated that he also felt it would be a busy weekend with the concerts, post-concert party, march, and recommended that a final decision be predicated on the interest of the membership. It was agreed that a poll of the members would be taken at that evening's rehearsal. There was also a great desire to pursue getting the truck, and if this were not possible, to review whether we wanted to go with Pepsi. Bohn moved that we pursue having a Pepsi concession at Gay Pride Day,



that we check with the membership first to get a show of interest, and try to involve support staff and the Capital Club if we decide to do it. The motion was seconded and carried. Herman indicated that Waldo had voiced a desire to have volunteers work on decorating the jeep. Last year, the cost was borne by a member, but Herman recommended that the Treasury pay some of the cost of decorating. Bohn moved that a sum not to exceed \$100 be authorized to decorate the jeep for Pride Day. The motion was carried.

**TREASURER'S REPORT:** Bohn distributed copies of both the April Balance Sheet and the General Transaction Listing as of April 30, 1988. He explained the sheets, and answered questions. Bohn urged that billings be sent out for the past two concert programs. Lester indicated that he was actively pursuing this, and it will be part of his Fundraising report. Padgett moved that the Treasurer's report be approved as submitted. The motion was carried.

**MUSIC DIVISION REPORT:** Trinkley read a letter from David Sisson announcing his resignation as Assistant Director of GMCW effective midnight of Gay Pride Day. Herman asked whether Trinkley had considered the methodology for replacing Sisson. Trinkley replied that there were basically two avenues to replace the Assistant Director: looking within the group, or advertising outside. Trinkley indicated that he preferred looking within the Chorus for present or past members. He cited his success at working with both Jim Richardson and David Sisson, both of whom had been selected from within the Chorus, knew the Chorus and its members, and served well because of their familiarity with us. Edens asked whether Sisson's resignation as Assistant Director also meant that he would not be singing with us next season. Trinkley replied that he understood Sisson was planning on taking a leave of absence next year. Herman indicated that Sisson should be paid for the entire month of June even though his letter indicates that he will resign on June 19. Herman moved that Sisson be paid for the full month of June. The motion was carried. A motion was made and passed to authorize a sum not-to-exceed \$100 for a farewell gift for David Sisson.

**PRODUCTION DIVISION REPORT:** Brayton reported that the location for the 1988 Holiday concert has been finalized. The concert will take place on December 9 and 10 at Epiphany Church. We had explored National City Christian Church, but felt that for a number of reasons, including the fact that they had a Saturday afternoon wedding on December 10 at 4:00 p.m., the logistics were more complex. Brayton further reported that he had discussions with Epiphany, and that they were reviewing their fee structure to include a fixed fee plus a percentage of the ticket sales. Nothing has been finalized. Further Epiphany indicated that they are now discouraging Saturday evening concerts since it takes well into the night on Saturday to prepare the Church for Sunday



morning services. Once again, nothing official has been decided, and we are scheduled for a Friday and Saturday evening performance. Scott Pierce then presented the production budget for "Hooray for Hollywood," showing a profit of \$35.85. This assumption is based on ticket sales of 85% or 1581 tickets. Several modifications were made to this budget: Rosendall indicated that the advertising budget was \$1,000 too high, and should be reduced to \$1,600. Trinkley indicated that the cost of arrangements would be approximately \$2,000 rather than the \$1,000 shown. He indicated that he had discussed this with Herman several months ago and gotten approval. Bohn reported that the pictures taken by the photographer at the April "My Kind of Town" concert were not of a high enough quality to be useful for the media. He indicated that lighting problems at Lisner contributed to this. In discussions he has had with the photographer, the photographer agreed to redo the photo session at no cost to us, and recommended that we convene for picture-taking in front of the Capitol. After some discussion, it was agreed that the logistics of getting the group together this season would be problematic, and that instead we should use the make-up session at the "Hooray for Hollywood" concert at UDC. Discussion then ensued on next year's schedule. Herman indicated that it was imperative to lock in concepts, guests, dates, etc. so that the season subscription series be offered this summer. He asked Trinkley what his thinking was for next June since the program we plan should be transferable to Vancouver and GALA. The question arose as to whether, since we will be taking approximately 30 minutes of music on the road, this would be an appropriate concert to share the stage and not prepare a full concert. Trinkley felt that we should do a full concert. Lester requested that we make sure that we take our best pieces to Seattle. Trinkley indicated that he understood Lester's desire and would take it into consideration.

**BUSINESS DIVISION REPORT:** Herman reported that he had discussed the lease with Levine School, and agreed to the terms as presented. However, no formal document has been forthcoming to this point.

**MEMBERSHIP DIVISION REPORT:** Starner and Edens indicated that there are presently 78 performing members, and 12 support members. The post-concert party for Saturday evening, June 18 is still in the planning stage.

**FUNDRAISING REPORT:** Lester reported that advertiser billing for the December and April concerts has been 85% completed, and that they will all be in the mail by Thursday, May 19. He indicated that our "My Kind of Town" commemorative mugs were passed out at the Capital Club Spring Fundraiser.



**PR/PUBLICATIONS REPORT:** Rosendall reported that the fliers for the June concert were in the mail. Napkins and bookmarks are also being done, and will arrive on either May 26 or May 27. Rosendall is planning ads in the Washington Blade and the Blade's Pride Guide issue which is distributed with the Blade the weekend before Pride Day and continues to be distributed throughout the week. An ad is also being placed in the City Paper as well as in the Washington Post's Guide to the Lively Arts. Press releases have also been distributed. Rosendall discussed the preparation of the June issue of Chorus Call. He indicated that he has investigated having the layout and typesetting done by outside organizations, and indicates that this is prohibitively expensive. He stated that Carpenter has acquired the necessary printer to accomplish desktop publishing, but needs access to the pagemaker software. If he can acquire this, Carpenter has indicated that he would be willing to do the June program. It was moved that FCPAA purchase, at a cost not-to-exceed \$1200, a two megabyte memory upgrade for laser printer and page maker software, and that these purchases remain the property of FCPAA but be made available to Carpenter to prepare the June issue of Chorus Call. The motion was carried, with Popp abstaining. Popp indicated that he had access to cost figures and information on appropriate software, and would forward this to Bohn.

**CAPITAL CLUB REPORT:** Herman reported that the Capital Club fundraiser at Bill Hunnicutt's had gone well, and that several new members had signed up.

**GALA:** We will explain to the members the fund set up to permit advance payment, so that members will not be "hit" with the total cost of going to Vancouver and Seattle at one time.

**RENOVATION OF OFFICE:** Bohn reported that the electrical work has been completed and that the majority of the loft structure has been completed. Bohn indicated that when he finishes his work, there is a need to prime all wooden surfaces, and to paint these as well as the entire office. He indicated that he feels that this would be a good Chorus project, but that if the Board recommended, it can be done by a private painter. He has gotten an estimate of \$200 to do this, including the cost of the work and the paint. The Board felt that it was advisable to have this done professionally, rather than try to coordinate this with our members. A motion was made to allot a sum not-to-exceed \$200 to have the wood treated and office painted. The motion was carried.

**ACCOUNTING SYSTEM FOR SMALL ENSEMBLES:** Herman reported that agreement had been reached that small ensemble fundraising of a general nature would not be pursued at this time, and that targeted event fundraising would continue to be used.

**BOARD TRANSITION:** Herman recommended that the Board approve 12:01 a.m. on July 1, 1988 as the date on which the new Board of Directors would take over. A motion was made and carried.

**BUDGET:** The remainder of the meeting was taken reviewing existing budget categories and recommending modifications to make the budget simpler, and to ensure conformance with required government reporting procedures.

**ADJOURNMENT:** The meeting was adjourned at 5:32 p.m.